

State Testing Id (STI) Conflicts

I. How a conflict can occur

- a. A New Student in one division gets automatically matched by EIMS with an existing Id of a student in another division
- b. The two divisions have the same student, but Entry/Withdrawal dates conflict
- c. One division can erroneously select “Same Student” instead of correctly matching to an existing student, during the “Needs Resolution” process; the same student would have 2 numbers.
- d. If the Division does a manual entry of an STI, a new student in one division may get assigned a STI already assigned to an existing student in the same or another division

Since STIs have been assigned to each student at the End of Year 2004 –2005, each division is strongly encouraged to submit ONLY students that do not have a State Testing Identifier (STI). That would mean all new students at the beginning of the school year and as new students enter during the year. Divisions are encouraged to make reasonable efforts to find out if a new student has previously been assigned an STI. It is expected that Divisions will make sound judgment calls during the “Needs Resolution” process.

II. Guidelines for who should correct the STI

- a. Student with the longest history with that ID should get to keep it and a new STI will be issued to the other student. Generally, this is the STI with the lower number.
 - If a student’s demographic data record is created from Division A and then Division B matches to this student during resolution, then it is a manual process between the Divisions to insure this same student is now in Division B.

III. How to correct the issue

- a. Division contacts should get in touch with one another to determine if the students are the same or different, what needs to be done to correct the problem and who needs to make the correction.
- b. The Division can perform a Split or a Merge of the conflicting STI.

For instructions regarding a Split of Conflicting STIs– refer to the document posted at:

<http://www.doe.virginia.gov/VDOE/Technology/EIMS-files/STISplitProcess.pdf>

For instructions regarding a Merge of STIs – refer to the document posted at: <http://www.doe.virginia.gov/VDOE/Technology/EIMS-files/STIMergeProcess.pdf>

Important Note: If a Division has to change a student's STI in their Student Information System, then they may have to change other systems if they use the STI for other purposes.